

Pier Fee Payment Policy will be as follows:

1. We set \$45 for sending certified letters – to provide a standard fee policy for the Treasurer when sending certified letters that will be required.
2. Pier invoices will be sent between Feb 15th and March 1st each year to the location where taxes for property in Epworth Forest are mailed by the Kosciusko County Assessor office.
3. ***If a different address is required, it is the members responsibility to provide that address to the EFAC Treasurer***
4. Fees are due by May 1st of the year

- For onshore
- A fine of \$20 on the 1st of each month starting on June 1st will be assessed - this would be an additional \$140.00 for June through December + \$45 for each certified letter sent reminding them of payment - after Dec 1st - the original pier fee + the \$140.00 fine + fees for certified letters will be turned over to an attorney to file a lien on the property - cost of this lien process will also be included in the lien.
- The following year will follow the same process.

- For offshore -
- After non-payment by May 1st of the year, the process of sending three certified letters will take place approximately 10-15 days apart notifying the member that non-payment will result in the forfeiture of their pier spot after the third no response.
- After the third no response the Board at the next scheduled Board Meeting will vote to remove that member from their pier location and it will be offered to the next member on the waiting list.

This policy meets the compliance requirement of the court orders and instructions regarding pier assignments and procedures for reassigning and collecting fees for non-payment.